



# AIR NATIONAL GUARD MILITARY VACANCY ANNOUNCEMENT

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**THANK YOU FOR YOUR INTEREST IN VIEWING THIS MILITARY VACANCY ANNOUNCEMENT. PLEASE READ EACH SECTION CAREFULLY. ENSURE YOU ARE IN FULL COMPLIANCE BEFORE THE CLOSEOUT DATE LISTED BELOW.**

**\*\*\*WE HIGHLY RECOMMEND YOU SUBMIT YOUR PACKAGE AS EARLY AS POSSIBLE, IF POSSIBLE, DO NOT WAIT UNTIL THE CLOSE OUT DATE TO SUBMIT\*\*\*\*\* APPLICATION PACKAGES WILL NOT BE ACCEPTED AFTER THE CLOSEOUT DATE LISTED.**

**DUE TO THE HIGH VOLUME OF APPLICATION PACKAGES, PACKAGES RECEIVED WITHIN 4 DUTY DAYS OF THE CLOSEOUT DATE WILL BE REVIEWED FOR QUALIFICATION/ DISQUALIFICATION. WE WILL NOT BE ABLE TO ASSIST YOU WITH COMPLETING YOUR APPLICATION. BY COB OF THE CLOSE OUT, PACKAGES MISSING REQUIREMENTS OR DOCUMENTATION CLARIFYING QUALIFICATION WILL BE DISQUALIFIED. QUESTIONS PERTAINING TO APPLICATIONS REQUIREMENTS SHOULD BE REFERRED TO NGB/HR. ONLY NGB/HR WILL DETERMINE QUALIFICATION/DISQUALIFICATION.**

<b><u>ANNOUNCEMENT NUMBER:</u></b>	MVA 2015-062
<b><u>OPEN PERIOD:</u></b>	4 March 2015 thru 2359 EST, 6 April 2015
<b><u>HIRING DIRECTORATE:</u></b>	NGB/A4
<b><u>POSITION TITLE:</u></b>	Maintenance Readiness Manpower Analyst
<b><u>AFSC REQUIREMENT:</u></b>	2R171, 8U000 (PAFSC, 2AFSC, 3AFSC, 4AFSC)
<b><u>RANK/GRADE REQUIREMENT:</u></b>	TSgt/E6 (Promotable) - MSgt/E7
<b><u>POSITION INFORMATION:</u></b>	Full Time, Title 10, Statutory Tour
<b><u>TOUR LENGTH:</u></b>	2 - 4 Years
<b><u>AGENCY:</u></b>	National Guard Bureau
<b><u>DUTY LOCATION:</u></b>	Joint Base Andrews, MD
<b><u>WHO MAY APPLY:</u></b>	Qualified ANG members only

## **1. Requirements**

Must hold Rank/Grade and AFSC requirement by this announcement closeout date.

Must have a Secret Security Clearance

*(Note: All security clearances must be reflected on VMPF RIP. Date of Investigation must be within the past 10 years for Secret and with the last 5 years for Top Secret. If your security clearance is expired on your VMPF, please submit an MFR from your security manager indicating that the reinvestigation has been initiated. DO NOT Submit a JPAS print out.)*

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## **2. Position Description**

To provide effective maintenance readiness manpower management for more than 25,000 Unit Manpower Document (UMD) positions assigned to over 325 groups, squadrons, and flights supporting various MAJCOM OPLANs, CONPLANs, and other notional taskings.

The position will coordinate efforts with HAF, MAJCOM, NGB, directorate action officers and ANG maintenance field unit senior leadership and other agencies and unit POCs on a daily basis. Immediate support is required in order to conduct studies of current programs, policies, and ANG maintenance manpower structure for senior NGB leadership to make detailed fact based inputs into reorganization plans and budgetary discussions affecting the A4M arena. This effort will enable the ANG to execute the logistics plans policy necessary to operate units at a high level of readiness. Specifically the scope of this effort includes: Meeting with the division chief, staff members, and supervisors to inform of requirements, tasks and changes as they occur, and advises of the impacts of these changes to maintenance manpower and how it relates to deployment capability and readiness reporting. Controls and monitors the development, negotiation and coordination of Unit Type Code (UTC) specific changes as they affect the Maintenance (MX) community as well as develops new UTC's when necessary to meet mission requirements where appropriate capability doesn't currently exist. When desired recommends units for assignment to mobility requirements to fill Air Expeditionary Force (AEF) and other COCOM taskings. May serve with the division chief or designated representative as an official representative or as a member of a planning committee, with mobility, contingency, military exercises and other various plans to advise on the impact to the field units and current manpower impacts. A clear understanding of 10 series requirements for Plans and Programs is highly desirable.

Technical expertise is required in the full spectrum of organizational theory as it applies to the maintenance community across a broad spectrum of weapon systems and lead commands, logistics management principles, and techniques of analysis and evaluation and deployment processes. A strong working knowledge of deployment processes and procedures as well as the UTC management processes is required to ensure correlation between the organization of MX units, the proper mix of UMD authorizations and the wartime requirements they are tasked to support. This position will be a primary user of the USAF MEFPAK and UMIS databases and will ensure that the information reflected is accurate as it relates to the ANG MX enterprise and properly reflects the accurate posturing status of ANG MX forces. This position will coordinate with NGB/A3X to get additions, updates, and corrections made to the UTC Availability Database (UTA) and work with units to correct any errors within the Aerospace Expeditionary Forces Reporting Tool (ART) to ensure readiness reporting accurately reflects capability. This position will serve as a subject matter expert and will work very closely with NGB/A3 and NGB/A1M to ensure changes to posturing are thoroughly reviewed and coordinated for their impacts to the MX community and manpower requirements. When necessary, this position will work with field units and NGB/A1M to construct and review Manpower Change Requests for inclusion as projects within the Manpower Programming and Execution System (MPES).

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This position will review and approve or disapprove MCRs within A4M that don't meet the correct format or whose execution would alter UMD structure in a way that would create conflicts with UTC requirements or standardization. This position will provide data for and author papers on subjects related to MX manpower at the direction of the Chief, Maintenance Management.

This position is principally dual-hatted to additionally serve as a maintenance readiness FAM. Additional responsibilities will include coordination with ANG Operational Deployments Office, the Air Expeditionary Forces Center (AEFC), Tanker Airlift Command and Control Center (TACC), and MAJCOM functional manager ensuring combatant commander expeditionary combat support (ECS) and Air Expeditionary Force (AEF) manpower and equipment requirements tasked are valid and ready to deploy. Notifies appropriate NGB FAMs and Weapon System Managers during contingency execution when the ANG is unable to source requirements from available UTCs and provides solutions. Validates the accuracy of information for sourced UTC requirements including positions on Deployment Requirements Manning Documents (DRMD) and coordinates through NGB/A3X for update into DCAVES. Actions may include substituting units, requesting a deployment delay or advising ANG war plans office that the deployment requirement cannot be satisfied from within ANG resources.

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### **3. Application Reminders**

If you are currently assigned to a Special Duty Identifier (SDI) as outlined in the Air Force Enlisted Classification Directory (AFECD) it is your responsibility to submit an approved conditional release memorandum with your application from your Functional Area Manager (FAM) stating you have fulfilled all obligations and will be released if selected for the position you are applying for. Failure to submit conditional release before listed closeout will result in disqualification from this announcement.

**Promotion Opportunity:** If this Military Vacancy Announcement is a promotion opportunity and you are currently assigned to a Special Duty Identifier (SDI), you must meet the promotion requirements as outlined in ANGI 36-2502.

If you are currently assigned to a Reporting Identifiers (RI), it is your responsibility to submit an approved conditional release letter with your application from your Commander/Director.

Applicants who are in a higher grade than the grade for this advertisement must provide a statement of understanding with your application stating you are willing to be voluntarily demoted without prejudice if selected for this position, IAW ANGI 36-2503, Paragraph 3.8. If selected for this vacancy, voluntary demotion action must take place prior to being assessed to the Statutory Tour Program.

Pen/ink changes to any source document, i.e. Report on Individual Personnel (RIP), Evaluations could result in disapproval.

It is your responsibility to ensure your vMPF Personnel RIP is in order prior to application submittal. This includes but not limited to, verifying Duty History, AFSC, Service Dates and ensuring overdue TDY codes are cleared.

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### **4. About Statutory Tours**

This is a fully funded Permanent Change of Station (PCS). Visit DFAS website for most current Basic Allowance Housing (BAH) & Basic Allowance Substance (BAS) rates for the duty location listed on this announcement.

All Members assigned to the Statutory Tour program will remain affiliated their State/Territory while serving on Statutory Tour.

All field members to include AGR, Technicians & Drill Status Guardsmen must obtain State TAG approval with application submittal. Members currently assigned to the Statutory Tour program must obtain current Director approval.

Statutory Tour members may be eligible for the Post 9/11 GI Bill if they serve on active duty Title 10 and/or Title 32 502(f) AGR for 90 days or more, after 11 September 2001. Their eligibility percentage starts at 40% for 90 days to 5 months. It increases 10% every 6 months, maxing out at 100%.

Statutory Tour service time does not count toward Reduced Eligibility Age for Reserve Retirement Pay.

**Further information regarding the Statutory Tour Program can be found in ANGI 36-6.**

Application packages will be reviewed to ensure qualifications are met. Packages are reviewed within 4 duty days of receipt. You may visit <https://airguard.ang.af.mil/om/vacancy/> for a status update. Do not call for a status update within the four (4) duty day period.

**IMPORTANT NOTE:**

Based on the volume of applicants, packages received within 4 duty days of the closeout date listed on the announcement will be reviewed for qualification / disqualification only. Any missing requirements will result in disqualification. Submittals of any missing requirements after the closeout will NOT be accepted. We highly encourage you to submit packages as early as possible. If you have any questions pertaining to your package refer to Section 6, FAQs, on the application procedures. If your question is not answered by the FAQs contact our office for clarification. Review your application and the requirements thoroughly before submitting.

**TO APPLY FOR THIS VANCANCY, SELECT THE LINK BELOW AND FOLLOW APPLICATION PROCEDURES**

**<http://www.ang.af.mil/careers/mva/procedures.asp>**